

Concealed Handgun Application Frequent Errors Checklist

Please carefully review your application so that it is not delayed or denied because of incomplete information. Frequent errors that occur:

Overall

- Is all personal information legible?

Question #2 - Date of Birth

- The year should be your birth year **not this year**.

Question #3 - Residential Address

- If you attach a separate listing of addresses, include the **dates** when you lived at each address.

Question #4 – Identifying Information

- Height Make sure you clearly write in your height.
- Weight Make sure you clearly write in your weight.
- Hair Color Do not abbreviate the spelling of your hair color.
 If your hair is brown, write brown - not B or BR.
 If your hair is brunette, write brunette - not B or BR.
 If your hair is blonde, write blond - not B or BL.
 If your hair is black, write black - not B or BL.
- Eye Color Do not abbreviate the spelling of your eye color.
 If your eye color is green, write green - not GR.
 If your eye color is gray, write gray - not GR.
 If your eye color is blue, write blue - not BL.
 If your eye color is brown, write brown - not BR.
- Scars, Marks & Tattoos Scars, marks, tattoos, peculiar characteristics:
 be specific what it is (i.e. scar, mark, tattoo) and
 what shape it is and where it is (e.g. left elbow).

If you do not have any peculiar characteristics, please write "NONE."

Question #6 – Place of Birth

- Make sure you list – town/city and state (i.e. Fairfax, Virginia)
- If not born in the United States, provide proof of citizenship or legal residence.

Question #8

- Answer all YES or NO questions.

Question #8 (m)

- Valid permit means at time of filing your new application your permit has not expired.